

Project Timeline Document

Project Overview

Project Name: Website Redesign Project

Project Manager: Jane Doe

Start Date: June 15, 2024

Expected Completion: September 20, 2024

Objective

To redesign the company website for improved usability, performance, and visual appeal, incorporating new features and aligning with updated brand guidelines.

Timeline & Key Milestones

Phase	Tasks	Start Date	End Date	Responsible
Discovery & Planning	Requirements gathering, competitor analysis, project plan	June 15, 2024	June 28, 2024	Project Manager, UX Lead
Design	Wireframes, design mockups, stakeholder reviews	June 29, 2024	July 21, 2024	Design Team
Development	Frontend & backend coding, CMS setup, integrations	July 22, 2024	August 31, 2024	Development Team
Testing & Review	QA, user acceptance, bug fixes, optimization	September 1, 2024	September 15, 2024	QA Team, Stakeholders
Deployment	Go live preparations, deployment, monitoring	September 16, 2024	September 20, 2024	IT, Project Manager

Important Notes

- The timeline is subject to change based on project needs or unforeseen delays.
- All stakeholders should be promptly informed of any timeline adjustments.
- All deliverables and milestones should be signed off by responsible parties before proceeding to the next phase.
- This document should be regularly reviewed and updated throughout the project lifecycle.